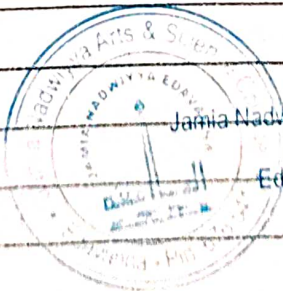


GRIEVANCE REDRESSAL  
CELL  
MINUTES BOOK

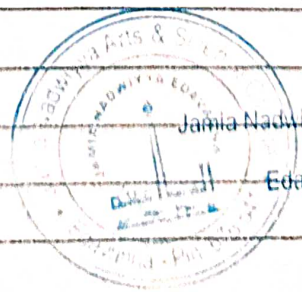
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GRIEVANCE  
REDRESSAL  
CALL  
MINUTES  
BOOK

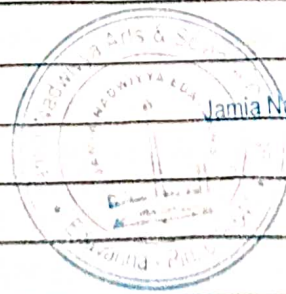
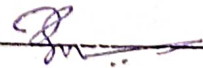
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# GRIEVANCE REDRESSAL CELL

2022 / 2023



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3/6/22

Thursday

The meeting of Grievance Redressal Cell was held on 23/6/22 at Principal room. The details are as below

Agenda:

Election of Members

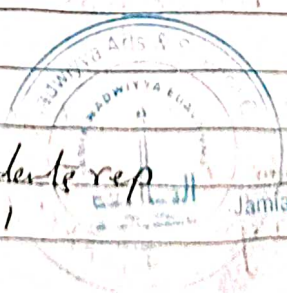
Members present

Dr. Seedikkoya Principal  
Preetha KA (HOD CS)  
Aneetha Rafi (co-ordinator) (HOD management studies)

Abdul Jasik (Asst. prof commerce)  
Srejith M. (HOD English)  
Manan student rep  
Jamie student rep  
Shaji (HOD commerce)  
Jimshida (HOD Physics)  
Shafiq  
Aneetha v.p

Committee Members:

Dr. K. Seedikkoya  
Preetha KA (co-ordinator)  
Srejith M  
Shaji  
Aneetha rafi  
Manan student rep  
Jamie



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13/7/22

Wednesday

A meeting was held on 13/7/22 at principal room to address the complaint received from staffs.

Agenda:

To discuss the complaint received from staffs to clean up the students toilets.

Members Present

Dr. K. Seedikkoya

Preetha KA (co-ordinator)

Sreejith M

Shaji M

Aneesha Rafi

Manan (Student Rep)

Jamie ( " )

Discussion:

\* Received a complaint from staffs regarding cleaning up of toilets of students.

\* The matter was discussed and it was informed to the cleaning staffs from management side.

\* It's decided to call two staffs from outside the campus and the cleaning work to be done on Saturday.



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2/8/22  
Tuesday

A meeting was held on 2/8/22 at principal's room to address the complaint received from students

Agenda:

To discuss the complaint received from students for placing a Sanitary pad Vending machine.

Members Present:

Dr. K. Seedikkoya In.

Pootha KA (Co-ordinator) Pootha

Sreejith M

Shaji M

Aneesha Rafi

Manan (Student Rep)

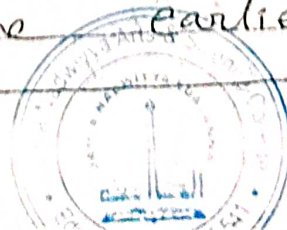
Jamie (Student Rep)

Discussion:

\* Received a complaint from students regarding placing a Sanitary Pad Vending machine.

\* The issue was discussed and found genuine and the proposal was forwarded to the management.

\* It was decided to make available at the earliest.



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12/12/22

Monday

Meeting was held on 12/12/22 at principal's room to address the complaint received from NSS students.

Agenda:

To discuss the complaint received from NSS students to permit parents to stay in NSS camp.

Members present

Dr. K. Seedikkoya R

Preetha KA

Sreejith M

Shaji M

Aneesha Rafi

Manan (Student Rep)

Samie ( " " )

Iyyasudheyan (NSS co-ordinator)

Discussion:

\* Received the complaint/request from NSS student for parents to stay in the camp.

\* The topic was discussed and the stay of students' parents has to be first discussed with the NSS co-ordinator then parents and management.

\* After a detailed discussion it was decided that if

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Jam

parents are willing one or two can  
be permitted in a day.



*[Signature]*

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1/3/23

Wednesday

Meeting was held on 1/3/23 at Principal's room to address the complaint ~~issue~~ received from students

Agenda:

To discuss the complaint received from ~~the~~ students regarding the permission of vehicle (inside) the campus.

Members present:

Dr. K. Seedikkoya ~~Prin~~

Preetha KA (co-ordinator) ~~Preetha~~

Sreejith M ~~Sreejith~~

Shaji M ~~Shaji~~

Anaasha Rafi ~~Anaasha~~

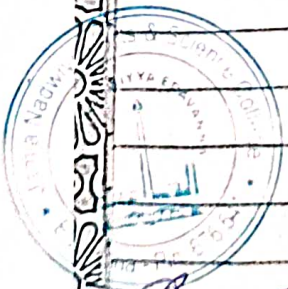
Manan (Student Rep) ~~Manan~~

Jamie ( " " ) ~~Jamie~~

Discussion:

\* Received the complaint from students to permit vehicle inside the campus.

\* After In discussion we found it will be a disturbance to other institutions over here since the timing is different and small kids (are) in the schools where the students will be running here and there.

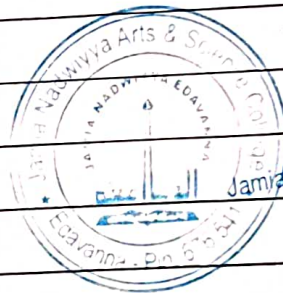


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\* The committee felt that there is no need for the students to bring vehicles into the campus.

\* It was decided to deny the request for bringing vehicles into the campus.



*[Signature]*  
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